Web Address: mylacounty.gov

1. Enter your **User ID** and **Password** and click **Login**.
User Id: e + employee number (e.g., e123456)
Password: 1New + Last four of your SSN (e.g., 1New1234)

2. Select **"here"**

3. Username: e + employee number (e.g., e123456)
   Current Password: 1New + last four of SSN (e.g., 1New1234)

Type your **new password** and **confirm password** in the fields below using the password criteria identified.

New password criteria:
- 8 characters or more
- Contains at least 1 of the following character from each group:
- uppercase letter
- lowercase letter
- numerals (0 through 9)

Note: Password should not contain your username or full name

4. Select **"submit"**